

**MINUTES OF THE  
HUNGRY HORSE COUNTY  
WATER AND SEWER DISTRICT  
SEPTEMBER 21, 2017**

The Hungry Horse County Water and Sewer District regular meeting was held on September 21, 2017. Present were Ben Shafer, Tom Beck, John Rippe, Dianne Mundell and Laura Brushard. Mike Rowe, Manager, Doug Baldwin, backup operator and Rita Graham, Secretary were also present. Anne Wheeler, customer was present also.

President Ben Shafer called the meeting to order at 7:01 p.m..

**APPROVAL OF MINUTES:**

Laura stated that her last name was spelled incorrectly in the August minutes. The last name is Bushard.

John moved. Dianne second.

RESOLVED to approve the minutes of the August 17, 2017 meeting with a correction to Laura's last name.

All Aye.

**PUBLIC COMMENT:**

Anne Wheeler was introduced. She was present as Mike Rowe had invited her to come as she is interested in becoming a board member. It was explained that we do not have a vacancy on the Board at this time. Mike stated he did not know that the Board had only 5 positions.

**SECRETARY'S /MANAGER'S REPORT:**

**A. Financial Statements.** Rita presented the financial statements for month ending 8/31/17.

**B. Bills.** The Unpaid Bills Report was presented.

Tom moved. John second.

RESOLVED to pay the bills as presented totaling \$6,453.59.

All Aye.

**C. Correspondence.** No correspondence to present.

Discussion was held concerning invoices for new customers wanting to connect to water service.

New customers are responsible for the plant investment fee, parts, labor, mileage, excavator and any other expenses that we incur. The District does not absorb any cost on their new connection.

Rita suggested that we get out of the middleman position for excavators. It was explained that us being a governmental agency we should not automatically hire one company and have the bill sent to us. By us hiring and paying the excavator and passing the cost to the customer, it could open a liability to the District. It also could cause a lawsuit against the district for giving all excavating work to one company. The customer should be allowed to choose their excavator as long as they are bonded and licensed and send proof they have it. Mike and Doug disagreed stating that they like having one excavator that they know and have worked with for safety purposes.

Ben suggested that this topic be placed on the agenda for the October meeting.

### **NEW BUSINESS:**

Mike stated he had new business.

Mike presented a letter from Doug and Peggy Wagner, account #56 asking for a forgiveness of a leak they discovered 9/14/17. They had it fixed as soon as they realized they had a leak. They would like an adjustment on the July, August and September bills. Ben asked Rita to e-mail him with the information needed to determine how much of a leak adjustment per month and whether we can forgive ½ leak for all 3 months.

Mike also stated that he has talked with an attorney and the Flathead Sanitation Office concerning our rule that states that we do not allow water connection to any property that does not have a certified septic tank. He stated that he has turned down \$10,000 due to proposed customers that were going to buy a lot and only wanted water for their campers and to irrigate their lawn. Ben stated that he was against changing the rules for this particular issue. Everyone agreed.

Doug stated that he was told during his interview that after 6 months probation he would receive a significant raise. He would like to become salaried. It was stated that when the Board approved the hiring of Mike and Doug there was a stipulation that they receive their 3B license prior to the date of probation. Doug has not taken the test yet.

### **OLD BUSINESS:**

**A. Change of Signatories for Bank Accounts.** The paperwork from Glacier Bank and Whitefish Credit Union were signed by all and will be returned to the banks.

At 7:45 p.m. President Ben Shafer asked to go into Executive Session to discuss the request from Doug.

The meeting was reconvened at 8:10 p.m..

Dianne Mundell excused herself from the meeting as she was suffering from pinched nerve in her back. She departed the meeting at 8:00 p.m..

It was explained that Doug would receive \$700 a month effective September 1, 2017. When he passes the 3B certification test he will receive another \$50 per month.

Tom moved. John second.

RESOLVED to approve changing Doug Baldwin from hourly to salary. The monthly amount will be \$700 per month effective September 1, 2017. At such time that Doug passes his 3B certification his monthly salary will increase by \$50.

All Aye.

### **MANAGER'S REPORT:**

Mike reported on work accomplished from August 18 through September 21, 2017.

Mike has been trying to find the leak in front of the Harvest Foods. They have not been able to find it. He will continue trying to figure it out prior to hiring a leak detecting service.

Mike also stated that the Montana Department of Labor showed up for an inspection of the office building. He was told that a fire extinguisher and first aid kit must be placed in the building. Mike will need to check the fire extinguisher each month.

Mike stated that he has not been receiving mail. Rita explained that she has not received any of the mail (which includes a letter from the Montana Department of Labor who stated they sent two letters concerning the inspection). Rita stated that she would send any mail that is sent to Mike when she receives it.

Mike then stated that we are no longer members of the Montana Rural Water System due to lack of payment. Rita stated that she would call Montana Rural Water tomorrow morning, as she is sure the membership has been paid.

Mike stated that as of September 1 his probation period was completed.

Ben stated he felt that the operating side of Mike's job seems to be going well, however, he seems to be lacking in the managerial area.

Ben also asked why Doug has never worked without Mike in attendance. He would like to see Doug proving he can do the job without Mikes assistance.

Being no further business.

John moved. Laura second.

RESOLVED to adjourn the meeting.

All Aye.

Meeting adjourned at 8:38 p.m..

Minutes approved at the October 20, 2017 meeting: \_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary